

# Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

SECRETARY OF THE SENATE

**Post-Travel Filing Instructions:** Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building

16 NOV 18 PM 1:52

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** Employee Pre-Travel Authorization (Form RE-1), **AND**  
☐ A **copy** of the Private Sponsor Travel Certification Form with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Motion Picture Association of America

Travel date(s): Monday October 17 - Wednesday October 19

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

## Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$741.70	\$365.78	\$112.03	
<input checked="" type="checkbox"/> Actual Amount				

## Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate				
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

See attached Itinerary

11/18/16  
(Date)

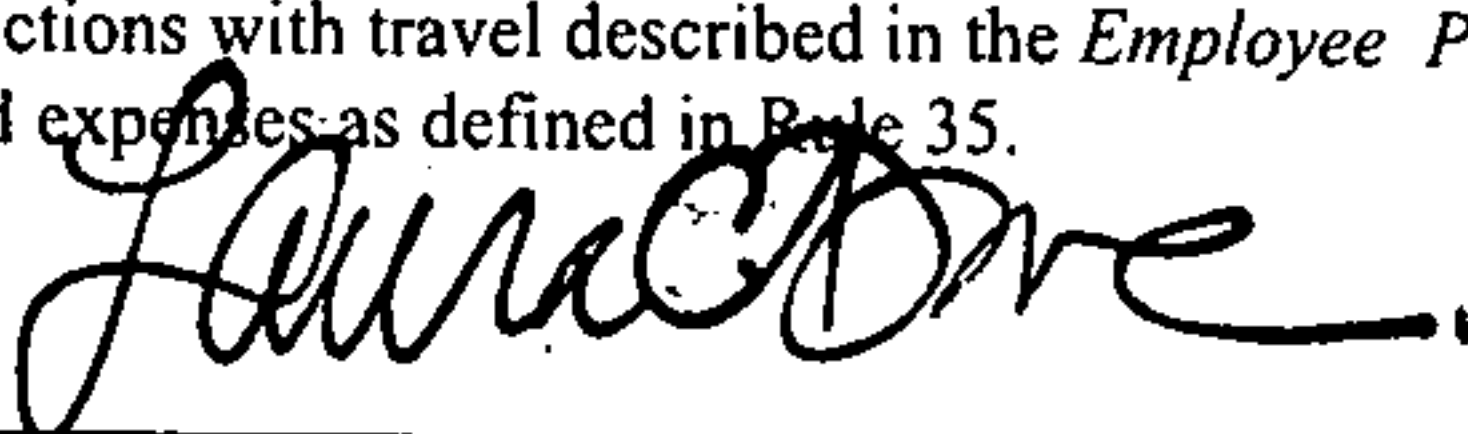
Robert Duncan  
(Printed name of traveler)

  
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

11/18/16  
(Date)

  
(Signature of Supervising Senator/Officer)

**Monday, October 17**

**Tuesday, October 18**

**11:50AM** Arrive at Warner Bros.

**Lunch**  
**Location: SJR Lobby**

**Remarks and Q&A with Jackie Hayes, Senior Vice President and General Counsel, Warner Bros. Home Entertainment Inc.**  
Description: Remarks will be focused on Warner Bros. digital distribution and over the top delivery.

**Remarks and Educational Tour of Warner Bros. led by Michael Walbrecht, Vice President, Studio & Production Affairs, Warner Bros.**

**Description:** Michael Walbrecht will meet with the group to review and discuss federal and state film and television tax policies that impact the film and television industry, along with the pressures of overseas incentives to lure domestic production offshore. Specifically, he will present information on the relationship between the Section 181 tax incentive and state film credits, and how decisions on filming location can impact the economic viability of productions. Walbrecht will also discuss the importance of trade policies, such as the Trans Pacific Partnership, to the film and television industry's efforts to protect intellectual property in a global digital economy. The group will continue on an educational tour of Warner Bros.' back-lot facilities. Potential stops, depending on production schedules, will include sound stages to showcase the jobs related to building and maintaining a set, and post-production facilities (i.e. sound dubbing, editing) to highlight the major technology investments required to produce and distribute films and television shows.

**Proceed to shuttle bus**

**Depart for 20<sup>th</sup> Century Fox**  
**Location: 10201 W Pico Blvd, Los Angeles, CA 90064**  
**Enter through Gate 1**  
**Contact: Heather Munson, 310.369.6670**

**Fox Broadcast Studio Tour led by Heather Munson, Senior Manager, Talent Relations, Twentieth Century Fox**  
Description: The tour will provide a first hand look at the investments and technology made by Fox to deliver high quality sports programming nationwide.

**Remarks and Educational Tour of Twentieth Century Fox led by Angel Hunter, Coordinator, Twentieth Century Fox**

Description: Angel Hunter will meet with the group to review and discuss distribution methods and how the current laws of the Copyright and Communications Acts are related to content distribution. The group will then be taken on an educational tour of Twentieth Century Fox's back-lot facilities, for a first-hand look at content creation and how production gets distributed through television and/or film. Potential stops, depending on what is being worked on that day, will include a television sound stage, craft shops (with a chance to talk to on-set crewmembers), and the facility where musical scores are created and

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**SECRET**

## Remarks and Q&A with John Landgraf, President and General Manager, FX Network

**Location: Fox Studios, Building 100 – Room 3073, Jack Bauer Room**

**Proceed to shuttle bus**

**Depart for dinner**

**Location: Cecconi's West Hollywood, 8764 Melrose Avenue, Los Angeles, 90069**

## Dinner

**Description:** The dinner discussion will further cover the issues presented throughout the day's events, with remarks by **Greg Saphier, Vice President, External Relations, MPAA.**

**Proceed to hotel**

END OF DAY

**WEDNESDAY, OCTOBER 19**

**Hill staff depart from Los Angeles, CA**



# EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at [ethics.senate.gov](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Robert Duncan

Employing Office/Committee: Secretary for the Majority

Private Sponsor(s) (list all): Motion Picture Association of America

Travel date(s): October 17, 2016 - October 19, 2016

*Note: If you plan to extend the trip for any reason you must notify the Committee.*

Destination(s): Los Angeles, CA

Explain how this trip is specifically connected to the traveler's official or representational duties:

Working on the Senate floor requires that I have extensive knowledge of a number of issues including ones covered on this trip such as tax and trade policy. Other issues relating to intellectual property and online piracy will also be covered on this trip. These issues could come to the floor later this year in a number of different scenarios dealing with the consideration of TransPacific Partnership, tax extenders, or the appropriations process and I think what I can learn on this trip will help me to understand these issue and allow me to better negotiate on behalf of the relevant Senators and Committees.

Name of accompanying family member (if any): N/A

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

9/15/16  
(Date)

[Signature]  
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

Laura Dove hereby authorize Robert Duncan  
(Print Senator's/Officer's Name) (Print Traveler's Name)

I am an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

9-16-2016  
(Date)

[Signature]  
(Signature of Supervising Senator/Officer)

## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): Motion Picture Association of America, Inc.
2. Description of the trip: The trip will highlight several production facilities, discussions w/both our creative & executive teams, and deepen the participants' understanding of the policy issues facing our industry.
3. Dates of travel: October 17, 2016 - October 19, 2016
4. Place of travel: Los Angeles, CA
5. Name and title of Senate invitees: please see addendum
6. I *certify* that the trip fits one of the following categories:  
☐ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.  
- OR -  
☒ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.  
- AND -  
☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:  
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.  
- AND -  
☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☒ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

The duration of travel and programming are such that two nights are necessary for Congressional invitees to attend a full day of programming.

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The MPAA is the sole sponsor and organizer of the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

MPAA serves as the voice and advocate of the American Motion Picture and TV industry. The day of programming will highlight several production facilities, discussions w/both our creative & executive teams, and deepen the participants' understanding of the policy issues facing our industry.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

The MPAA sponsored a congressional trip to the 2015 South by Southwest festival in Austin, TX and a congressional trip to Los Angeles (similar to this one) in October 2015.



15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The MPAA regularly hosts educational briefings, conferences such as the annual "Creativity Conference," and events on Capitol Hill such as "Beyond the Red Carpet" and "Script to Screen."

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$1,000 (inc ground transportation to/from airports and shuttle bus on day-of programming)	\$316 (exclusive of tax)	\$160 (exclusive of tax & gratuity)	
<input type="checkbox"/> Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves an event that is arranged specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

Many of our studios have production located in Los Angeles, CA.

19. Name and location of hotel or other lodging facility:

Universal Hilton, Universal City, CA

20. Reason(s) for selecting hotel or other lodging facility:

Centrally located to all three studios we will be visiting.



21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

The daily lodging expense is equal to the Fed Govt LA lodging per diem rate. The total meal expense is \$160 which covers the day of programming and reimbursement for meals on the 2 travel days. The extra cost is needed due to the schedule and efforts to provide meals at production studios to minimize travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

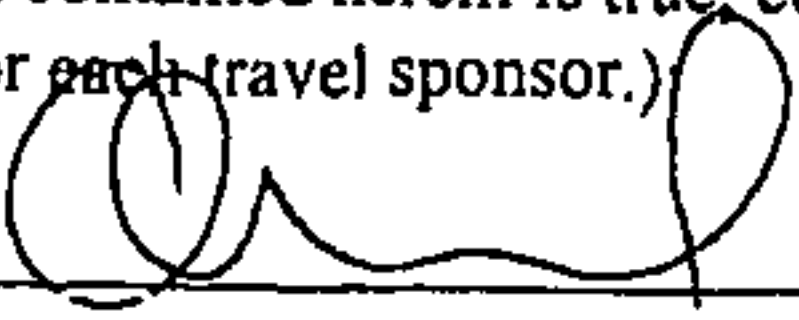
Coach airfare

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

N/A

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.)

Signature of Travel Sponsor: 

Name and Title: Orit Michiel, Vice President, Legal Affairs

Name of Organization: Motion Picture Association of America, Inc.

Address: 15301 Ventura Blvd, Bldg E, Sherman Oaks, CA 91403

Telephone Number: 818.935.5810

Fax Number:

E-mail Address: orit\_michiel@mpaa.org

12:00PM- Lunch



END OF DAY

TBD	Hill staff depart from Los Angeles, CA
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- Chris Campbell, Staff Director of Senate Finance Committee, Chairman Orrin Hatch
- Robert Duncan, Assistant Secretary for the Majority, Office of the Majority Leader Sen. Mitch McConnell
- Nick Rossi, Staff Director of Senate Commerce Committee, Chairman John Thune

**\*\* Each of these individuals works on fiscal, licensing and distribution, and/or intellectual property issues, which is the focus of our day of programming.**

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**Ringel, Noelle (Rep-Secretary)**

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**From:** Duncan, Robert (Rep-Secretary)  
**Sent:** Friday, September 16, 2016 11:17 AM  
**To:** Ringel, Noelle (Rep-Secretary)  
**Subject:** Fwd: INVITE: MPAA Staff Delegation Trip to Los Angeles

Sent from my iPhone

Begin forwarded message:

**From:** Ivory Zorich <[ivory@ivoryzorich.com](mailto:ivory@ivoryzorich.com)>  
**Date:** July 21, 2016 at 2:06:39 PM EDT  
**To:** "Duncan, Robert (Rep-Secretary)" <[Robert\\_Duncan@rep-secretary.senate.gov](mailto:Robert_Duncan@rep-secretary.senate.gov)>  
**Cc:** Ivory Zorich <[ivory@ivoryzorich.com](mailto:ivory@ivoryzorich.com)>  
**Subject:** INVITE: MPAA Staff Delegation Trip to Los Angeles

Dear Robert:

On behalf of the Motion Picture Association of America (and pending relevant ethics committee approval), I would like to invite you to join us for a staff delegation trip to Los Angeles on Tuesday, October 18. The MPAA is working on a full day of programming that will include a behind-the-scenes tour of our industry (which may include set visits, prop and costume room tours, technology tours, etc), along with a chance to hear from some of our studio executives.

Subject to House/Senate Ethics approval, MPAA will cover the cost of your air travel, two nights (Monday, October 17 and Tuesday, October 18) in a hotel while in LA, ground transportation to/from airports, and meals on Tuesday, October 18.

Please let me know by Friday, August 5 if you would like to participate in this trip. This will allow us enough time to complete the required ethics forms that must be filed 30 days prior to travel.

Please let me know if you have any questions.

My best,  
Ivory

Ivory Zorich, Event Consultant and Producer  
202.494.4456  
[www.ivoryzorich.com](http://www.ivoryzorich.com)